

eZ-Audit System Rules of Behavior

Statement of Acceptance of User Responsibility

For Official, Approved Use Only – the eZ-Audit system is funded by the Government to support various programmatic efforts needed to accomplish the Department of Education/FSA mission. As such, these resources are to be used only for official Government business.

Violations – It is critical that all users adhere to accepted user principles regarding appropriate use (see principles below).

Accepted User Principles - Users' access to computing resources indicates a level of trust bestowed upon them by their management and ultimately by the Department of Education/FSA. Users are responsible for their actions and must be aware of and acknowledge their responsibilities.

At a minimum *all users* are responsible for these principles:

- Ensuring that the eZ-Audit system is used only for official Government business.
- Ensuring that the eZ-Audit system is used in compliance with Title IV program participation agreements and other applicable regulatory requirements to ensure program integrity.
- Protecting the information users are processing from access by, or disclosure to, unauthorized personnel.
- Immediately reporting all security incidents and potential threats and vulnerabilities involving computing resources to eZ-Audit staff with a description of the event.
- Protecting authenticators, such as passwords.
- Reporting any compromise or suspected compromise of a password to eZ-Audit staff with a description of the event.
- Accessing only systems, networks, data, control information, and software for which they are authorized.

I certify that I have read and understand the rules as stated above, and that I agree to comply with the government's requirements for the protection of any information covered by the privacy Act.

Signature

Date